

MARYLAND DEPARTMENT OF LABOR, LICENSING AND REGULATION
APPLICATION FOR THE GED TESTS AND THE MARYLAND HIGH SCHOOL DIPLOMA

↓ **Must Print or Type Clearly. Fill In Completely.** ↓

1. Social Security No.

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2. Date of Application: ____/____/____

3. Legal Name: First _____ MI _____ Last _____

Maiden Name: (if applicable) _____ Suffix _____

4. Date of Birth: ____/____/____ 5. Sex: M ☐ F ☐

6. Permanent Address: Zip _____ Street _____ Apt. No. _____

City/Town _____ County _____ State _____

7. Mailing Address: ** Zip _____ Street _____ Apt. No. _____

City/Town _____ County _____ State _____

8. Phone: Home (____) _____ Work (____) _____ Cell (____) _____

9. Email Address:*** (SEE TOP OF PAGE 4) _____

10. Ethnicity: Are you Hispanic/Latino? Yes ☐ No ☐

Check one or more of the following: American Indian or Alaska Native ☐ Asian ☐

Black or African American ☐ White ☐ Native Hawaiian or Other Pacific Islander ☐

11. Last Grade Completed: 0-6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐

12. What is the **main reason** you are taking the GED Tests? Check **ONLY** one:

↓ **Educational Reasons**

- Attend 4-year college ☐
- Attend 2-year college ☐
- Attend tech/trade program ☐
- Receive skills certification ☐
- Receive job training ☐
- Other educational reason ☐

↓ **Social Reasons**

- Early release ☐
- Court order ☐

↓ **Employment Reasons**

- Get first job ☐
- Keep current job ☐
- Get better job ☐
- Employer requires GED ☐
- Other employment reason ☐

- Public assistance requirement ☐
- Other Social Reason ☐

↓ **Military Reasons**

- Enter military ☐
- Seek military career ☐
- Other military reason ☐

↓ **Personal Reasons**

- Positive role model ☐
- Personal satisfaction ☐
- Other personal reason ☐

↓ **Other Reason**

- Other reason not stated ☐

13. What is your annual income level? Check **ONLY** one:

- | | | | | |
|---|---|---|---|--|
| \$0 <input type="checkbox"/> | \$1 to \$3,000 <input type="checkbox"/> | \$3,001 to \$5,000 <input type="checkbox"/> | \$5,001 to \$7,500 <input type="checkbox"/> | \$7,501 to \$10,000 <input type="checkbox"/> |
| \$10,001 to \$15,000 <input type="checkbox"/> | \$15,001 to \$20,000 <input type="checkbox"/> | \$20,001 to \$25,000 <input type="checkbox"/> | \$25,001 to \$30,000 <input type="checkbox"/> | |
| \$30,001 to \$40,000 <input type="checkbox"/> | More than \$40,000 <input type="checkbox"/> | | | |

** Complete #7, Mailing Address, **only** if different from #6, Permanent Address.

~ ALL INCOMPLETE APPLICATIONS WILL DELAY PROCESSING AND YOUR TEST DATE ~

14. Select testing center in order of preference. (See listing on page 5.) If a center is not requested, your application processing and test date will be delayed. If your completed application is received in the GED Office by 1 p.m. on the 15th of the month, you are eligible—as space permits—for the following month. If your test center choices are full, you will be overflowed to the first available month.

Indicate TEST MONTH ➡ _____

↓ Indicate TESTING CENTER code and name below in order of preference. (See page 5 for testing center names.) ↓

1. _____ 3. _____ 5. _____
2. _____ 4. _____ 6. _____

15. Do you wish to take this test in: English ☐ Spanish ☐ French ☐

16. Did you receive formal instruction or training in preparing for the GED Tests? Yes ☐ No ☐

If yes, where? _____

17. Have you been a **resident of Maryland** for the last 3 months? Yes ☐ No ☐

If no, provide first date of residency in Maryland _____ / _____ / _____

If you have taken the GED Tests in another state or while stationed in the Armed Forces, in order to receive credit for them you must contact the other state's GED Office and arrange to have your scores sent to the Maryland GED Office, 1100 North Eutaw St., Room 121, Baltimore, MD 21201.

18. Have you arranged for the previous state to send an official transcript to the Maryland GED Office? Yes ☐ No ☐

19. Have you received a

a) High school diploma? Yes ☐ No ☐ b) EDP? Yes ☐ No ☐ c) GED? Yes ☐ No ☐

If yes, when? _____ / _____ / _____ From what state? _____

d) A Maryland High School Certificate of Program Completion? Yes ☐ No ☐

If yes, and you are 18 years old or younger, you must attach a photocopy of your Certificate of Program Completion with this application.

20. Special accommodations request enclosed? (SEE TOP OF PAGE 4) Yes ☐ No ☐

NOTE: All applicants must mail a PHOTOCOPY of one of the required documents listed below with this application:

a) A current official Maryland Driver's License; **OR** b) A current official Maryland Learner's Permit; **OR** c) A current official Maryland ID Card issued by the Motor Vehicle Administration; **OR** d) A current Active Duty Military ID Card

ID NUMBER from one of the above: _____ **EXPIRATION DATE:** _____ / _____ / _____

I affirm that the information entered on this application is true and correct to the best of my knowledge. (Please sign below.)

FULL LEGAL SIGNATURE OF APPLICANT IS REQUIRED

For scheduling purposes, applications are processed on a first-come, first-served basis. **A scheduling fee MUST be paid EACH time you are scheduled.**

SCHEDULING FEE: \$45.00 ☐ **CHECK ENCLOSED** ☐ **MONEY ORDER ENCLOSED**

Mail application, with the required copy of identification and scheduling fee to: The GED Office, 1100 North Eutaw St., Room 121, Baltimore, MD 21201. Make all checks and/or money orders payable to the GED OFFICE. **(Cash is not accepted.)**

You will not be scheduled until all documents and fees are received by the GED Office.

Questions: Contact the GED Office at (410) 767-0538.



RELEASE STATEMENT (OPTIONAL)

If you attended or are attending classes in preparation for the GED Tests, consult your adult education program in regard to its program release number.

Release Statement: I authorize DLLR to release my initial test scores and all subsequent test scores to the GED instructional program listed below.

Program Name _____

Program Code

Applicant's Signature_____

OR

I do not wish to have my test scores released to the GED instructional program.

Applicant's Signature _____

IF YOU ARE 16, 17, OR 18 YEARS OLD, YOU MUST HAVE THIS SECTION COMPLETED

SCHOOL WITHDRAWAL / HOME SCHOOL INFORMATION

CHECK ONE: **WITHDREW FROM REGULAR HIGH SCHOOL** ☐ **HOME SCHOOLED** ☐

1. If you are enrolled in high school, you must officially withdraw. If you are 16, 17, or 18, an official of the last regular full-time public or private school you attended must complete the section below.
2. Home school students registered with the local public school system must have this section completed by the Coordinator of Home Instruction (contact county Board of Education) and include the school stamp or embossed seal.

Date / /

Our records indicate that

Name: First MI Maiden Last

whose birthday is ____/____/____ and whose MD Student ID # is ____|____|____|____|____|____|____|____|____|____|

withdrew from this school or registered with home instruction on / / after completing grade .

There is no indication of transfer of records to any other secondary school.

SCHOOL

SCHOOL STAMP OR EMBOSSED SEAL

SIGNATURE AND TITLE OF SCHOOL OFFICIAL

SCHOOL ADDRESS

Confidential Personal Information: In accordance with the Privacy Act of 1974, personal information, including social security numbers, requested from applicants is only used to coordinate the identity of applicants with test scores. Applicants have the right to inspect, amend and correct personal information on applications. Test scores of GED examinees and personal information collected from applicants is confidential, and is not generally available to the public. With the exception of court-ordered disclosures, written permission is required before testing information may be released. Test information may be disclosed on a confidential basis to state and national agencies for accountability purposes in accordance with the Family Educational Rights and Privacy Act.



IMPORTANT INFORMATION

PLEASE READ THIS ENTIRE PAGE PRIOR TO SUBMITTING YOUR APPLICATION

If you provide the GED Office with an email address, all correspondence will be sent via email

IF YOU DO NOT RECEIVE AN ADMIT CARD PRIOR TO YOUR
REQUESTED TEST DATE, YOU MUST CALL THE GED OFFICE AT (410) 767-0538

A candidate with disabilities may request appropriate accommodations. A qualified professional must verify and document the disability on the appropriate form. Please contact the GED Office at (410) 767-0538 for the required form or download from: <http://www.gogedgo.org/GED/Text/GEDacc.html>

**PLEASE NOTE: IN ORDER TO BE ADMITTED TO THE TEST CENTER
YOU MUST PRESENT ONE OF THE FOLLOWING:**

- a) A current official Maryland Driver's License; OR b) A current official Maryland Learner's Permit; OR
- c) A current official Maryland ID Card issued by the Motor Vehicle Administration; OR
- d) A current Active Duty Military ID Card

NO EXCEPTIONS WILL BE MADE

The applicant will need to reschedule the test date:

- 1) If scores earned on a previous test are not passing scores,
- 2) If failed to appear for testing for any reason,
- 3) If turned away by examiner for not having proper ID (SEE ABOVE).

Rescheduling for any reason will require a waiting period of approximately 2 months and payment of the scheduling fee. Fee covers scheduling for one, two-day test session only. There are no refunds.

APPLICANT ELIGIBILITY

- 1. Has been a Maryland resident for at least three months at the time of testing;
- 2. Is at least 16 years old; **and**
- 3. Either:
 - a. Meets both of the following requirements:
 - Has not obtained a Maryland high school diploma or a high school certificate or diploma issued by another state or non-U.S. or correspondence school; **and**
 - Has been officially withdrawn from a regular full-time public or private school for at least three months at the time of testing; **or**
 - b. Has obtained a Maryland High School Certificate of Program Completion in accordance with COMAR 13A.03.02.09D.

You may not bring any calculators, portable music players, hand-held electronic games, cameras, or any other electronic devices capable of taking pictures, transmitting or recording information or performing any mathematical functions. Only test booklets, answer sheets, and scrap paper provided during testing may be on your desk. All cell phones, pagers, or other electronic devices must remain off during testing and cannot be used until you have completed your tests and have left the testing area. If any of these items are found in use, your test materials will be collected and your tests will not be scored.

QUESTIONS: Contact the GED Office from 8:30 a.m. - 4:30 p.m., Mon.-Fri. at (410) 767-0538



YEAR 2010 ONLY GED TESTING CENTERS AND CODES

NOTE: ALL TEST SITES ARE LISTED ACCORDING TO TEST DATES

SATURDAYS ONLY 8AM - 2PM

CODE	CENTER
01	BCCC-Liberty Campus (Baltimore City) 2901 Liberty Heights Ave., Main New Building, 3 rd floor
06	ROCKVILLE Montgomery College, South Campus Instructional Bldg. 51 Manakee Street, 2 nd floor
09	ESSEX CCBC - Essex 7201 Rossville Boulevard, Bldg. L.
12	CATONSVILLE CCBC – Catonsville, Bldg. E 800 S. Rolling Road
17	WALDORF Lifelong Learning Center 12300 Vivian Adams Dr, Room 8

Jan. 09 & 16	May 08 & 15	Sept. 11 & 18
Feb. 13 & 20	June 12 & 19	Oct. 09 & 16
March 13 & 20	July 10 & 17	Nov. 13 & 20
April 10 & 17	Aug. 14 & 21	Dec. 11 & 18

THURSDAY AND SATURDAY

CODE	CENTER
02	CUMBERLAND Allegany College of Maryland 12401 Willowbrook Rd, SE Center for Continuing Education Thursday: 4:30-9:30pm Saturday: 8-2pm
13	ST MARY'S COUNTY Southern MD Higher Education Center 44219 Airport Rd. Thursday: 4:30-9:30pm Saturday: 8am-12noon
20	WESTMINSTER Westminster Sr. High School 1225 Washington Road Thursday: 5pm-10pm Saturday: 8am-2pm

Jan. 14 & 16	May 13 & 15	Sept. 09 & 11
Feb. 11 & 13	June 10 & 12	Oct. 14 & 16
March 11 & 13	July 15 & 17	Nov. 18 & 20
April 15 & 17	Aug. 12 & 14	Dec. 09 & 11

TUESDAY & WEDNESDAY 5-9:30 PM

CODE	CENTER
08	PG COUNTY-RIVERDALE Parkdale High School 6001 Good Luck Rd

Jan. 12 & 13	May 11 & 12	Sept. 21 & 22
Feb. 09 & 10	June 08 & 09	Oct. 12 & 13
March 09 & 10	July 13 & 14	Nov. 16 & 17
April 13 & 14	Aug. 10 & 11	Dec. 14 & 15

FRIDAY AND SATURDAY

CODE	CENTER
03	UPPER SHORE Chesapeake College, Econ. Dev. Ctr Rt. 50 at 213 Friday: 4:30-9:30pm Saturday: 9am - 3pm
04	NORTH EAST Cecil Community College 1000 N East Rd, Tech Ctr Friday: 4:30-9:30pm Saturday: 9-3pm
05	HAGERSTOWN Hagerstown Community College 11400 Robinwood Dr Learning Resource Center Friday: 5-10pm Saturday: 9am-3pm

07	SALISBURY Salisbury University 1101 Camden Ave. Henson Hall Friday: 5-10pm Saturday: 9am-3pm
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10	BEL AIR Harford Community College, Chesapeake Ctr. 401 Thomas Run Road Friday: 5-10pm Saturday: 8am-2pm
11	SEVERN Center Of Applied Technology - North 800 Stevenson Road, Cafeteria Friday: 4:30-9:30pm Saturday: 8am-2pm
14	FREDERICK Adult Education Office (Walkersville) 44 W. Frederick Street Friday: 4:30-9:30 Saturday: 8am-2pm

16	DUNDALK CCBC - Dundalk 7200 Sollers Point Rd Center for Bus. & Industry Friday: 4:30-9:30pm Saturday: 8am-2pm
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22	WORKFORCE TECHNOLOGY CTR (Baltimore City) 2301 Argonne Dr. Friday: 12-6pm Saturday: 8am-2pm
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Jan. 15 & 16	May 14 & 15	Sept. 10 & 11
Feb. 12 & 13	June 11 & 12	Oct. 15 & 16
March 12 & 13	July 16 & 17	Nov. 19 & 20
April 16 & 17	Aug. 13 & 14	Dec. 10 & 11

The Maryland Department of Labor, Licensing and Regulation does not discriminate on the basis of race, color, sex, age, national origin, religion, or disability in matters affecting employment or in providing access to programs. For inquiries related to this policy, please contact the DLLR Office of Fair Practices at 1100 North Eutaw St., Room 304, Baltimore, MD 21201.

Telephone (410) 230-6319 Fax (410) 225-3282 TTY/TTD (410) 225-7039 Email oeope@dllr.state.md.us